

INSZoom Capability Highlights

Secure, Scalable Immigration Case Management

What makes INSZoom by Mitratech so unique?

Trusted by immigration services professionals and law firms worldwide as the industry-leading immigration software solution, INSZoom is a comprehensive, secure, and compliant cloud-based platform delivering all the capabilities needed to accelerate workflows while keeping client and candidate data secure.

Expect Success with INSZoom's Cutting-Edge Features and Continuous Enhancements

Efficient Case Management Tools

- Tracking of case phases and milestones
- A Prospect Module to help you manage and assess new leads and execute contracts or retainer agreements via DocuSign
- Notes section at the corporate client, employee, and case level

- Detailed workflows and reminders (configurable)
- Ability to capture and categorize X entity as the sponsor and Y entity as the employer
- A Headquarter Module to capture org structure, including parent company and all branches or subsidiaries

- Automated events (configurable)
- An INSZoom email to send links to digital questionnaires, upload support documents, complete payment invoices, and more



Intuitive, Easy-to-Use Interface

- Ability to build custom petition templates
- Configurable dashboard
- Option to customize "case status description"
 language
- To-do module for task management

Straightforward Integrations

- INSZoom email and calendar sync with Gmail/Outlook
- Option to integrate your email and support letter templates with "keywords" for auto-population of data points
- Ability to integrate INSZoom with your DocuSign account to speed up the collection of signatures
- Digital questionnaires with Google Translate integration (configurable)



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Advanced Security Features

- Single Sign-On (SSO)
- Multi-Factor Authentication (MFA)
- Vendor / partner access
- Data communications transmitted through Verisign's
 256-bit encryption technology

Unlimited Data and Document Storage

- Document management (configurable, 500MB file size per upload)
- Digital file assembly
- Seamless data migration support

Reports 3.0

- Easy case status tracking
- Automatic expiration date and deadline alerts
- Custom report building

Billing

- Fast and accurate invoice generation
- Automated reminders for overdue payments and invoices
- Integration option with <u>QuickBooks Online</u>, <u>LawPay</u>, and more

Configurable Applicant Portal

- Complete digital E-consent
- Comprehensive digital questionnaires (personal info)
- · Simplified personal document upload
- Visibility into case status and document expiration dates

Intuitive HR/Corporate Client Portal

- Complete digital E-consent
- Comprehensive digital questionnaires (corporate info)
- Simplified corporate document upload
- · Visibility into case status for an individual (or multiple people)
- Seamless report generation
- Ability to send case requests to your legal team via templates
- HQ Portal access

Learning Center

- Implementation and onboarding assistance
- Easy access to short training video clips
- Continuous efficiency improvement via ongoing training, webinars, and other tools provided by INSZoom
- INSZoom help articles, detailed capability articles, and Mitratech's Support Handbook
- 24/7 phone and chat support



INSZoom by Mitratech is where deep industry experience and leading technology collide to help organizations accelerate processes, mitigate risk, and drive compliance. A transformational partner in innovation and efficiency, we give clients like you a voice in co-innovation while providing the tools you need to navigate compliance in an increasingly complex future.

